

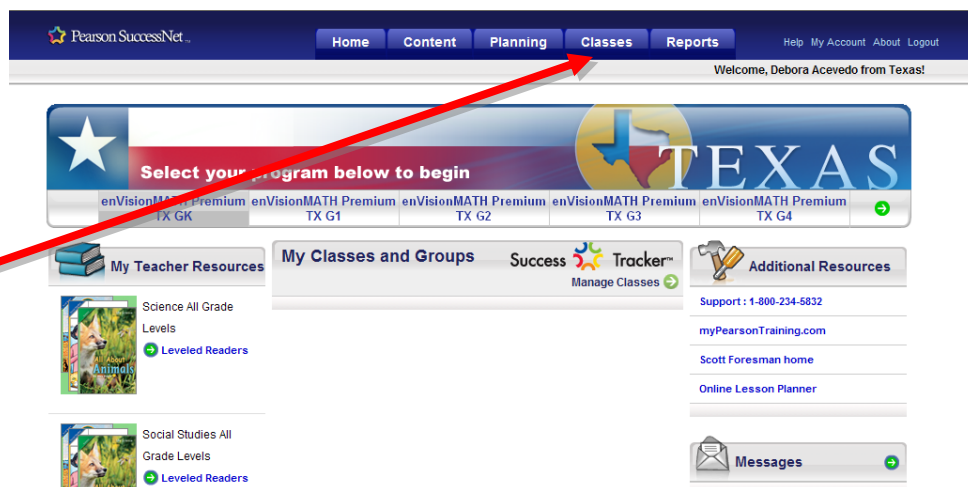
New Classes and Students in Pearson EnVision

Build a New Class:

From your Home page in Pearson Success Net at

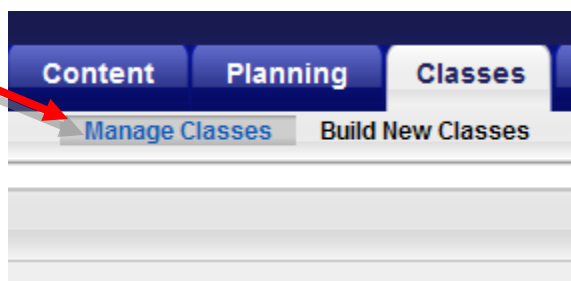
<https://www.pearsonsuccessnet.com/>

1. Click the “Classes” tab, then “Build a New Class”
2. Enter the name of your class and products you want available to the students
3. Be sure to check the ST Premium Bilingual materials even if you aren’t a bilingual teacher.
4. Click Save.



Manage Class & Add Students:

1. Click “Classes” tab/Manage Classes”
2. On My Classes and Groups Screen, click **VIEW** in the Roster column for the class roster you want to view.
3. Click “**Select from School Roster**” button.



4. Select grade from the drop down menu.

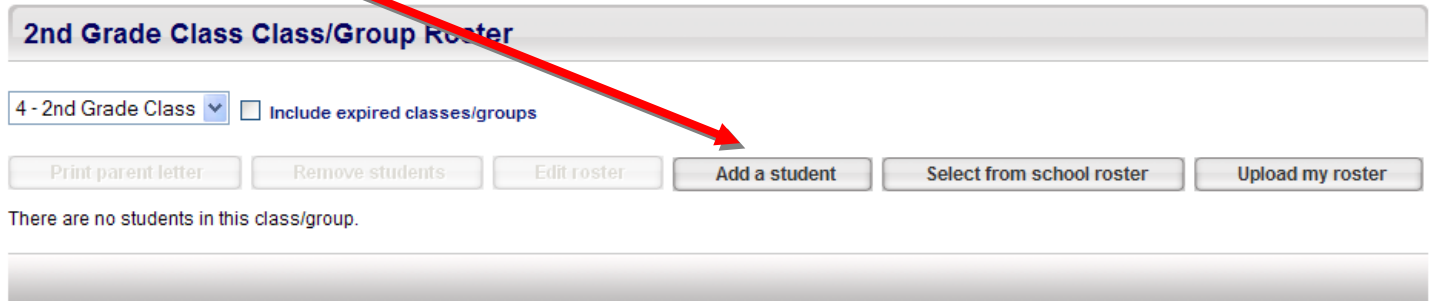
Enter known search criteria above to find a list of students, then click Search.

5. Select your students from the list.
6. After making your selections click **SAVE**.

If your students do not appear in your class roster, go on the next step “Adding Additional Students”

Adding additional students not in the Roster:

1. Click "Class" tab/manage classes
2. On My Classes and Groups Screen, click **VIEW** in the Roster column for the class roster you want to view.
3. Select "Add a Student"



2nd Grade Class Class/Group Roster

4 - 2nd Grade Class ☐ Include expired classes/groups

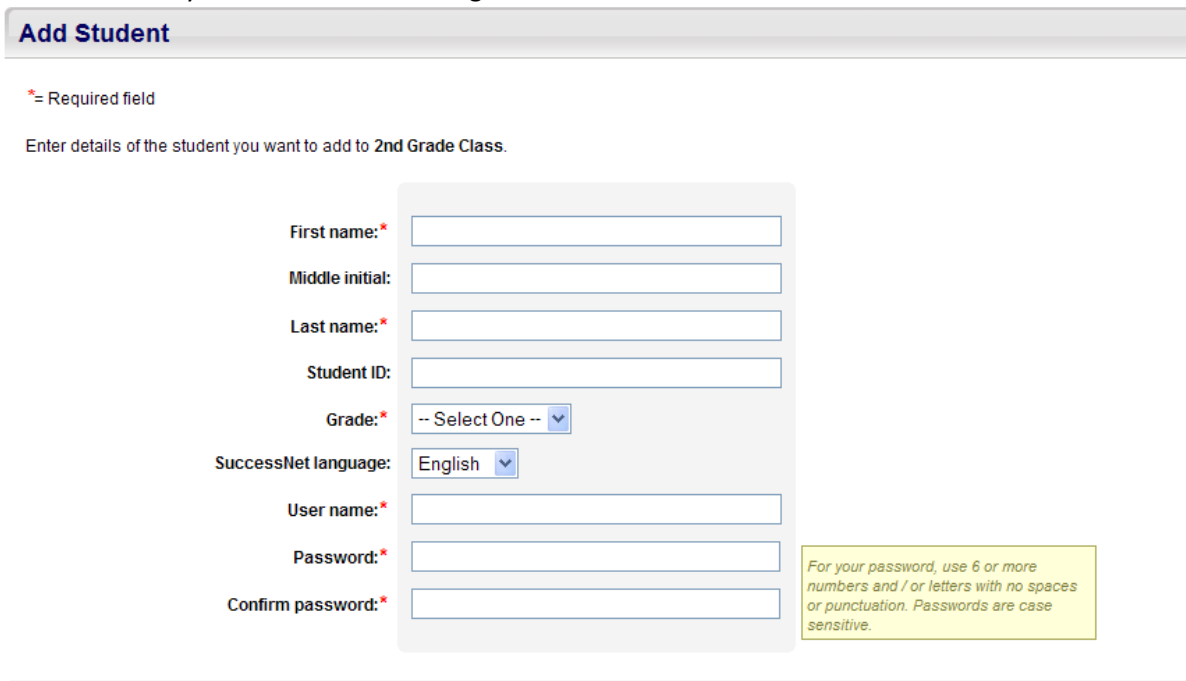
There are no students in this class/group.

4. Here you will fill in the information for student. Please keep the conventions the same as your other students.

USERNAME: campus number, student's 6-digit ID
ex. 127xxxxxx (**school number + student ID**)

PASSWORD: is the student id number

5. Click Save when you are finished entering data.



Add Student

*= Required field

Enter details of the student you want to add to 2nd Grade Class.

First name:*

Middle initial:

Last name:*

Student ID:

Grade:* -- Select One --

SuccessNet language: English

User name:*

Password:*

Confirm password:*

For your password, use 6 or more numbers and / or letters with no spaces or punctuation. Passwords are case sensitive.

Note: Before a student can see any assignments or activities logged on as themselves, the teacher needs to assign them something.